

**MULTIJURISDICTIONAL TASK FORCES
BYRNE JUSTICE ASSISTANCE GRANT (BYRNE JAG) FISCAL YEAR 2013
PROGRAM DESCRIPTION**

(For Currently Funded Task Forces Only)

BE SURE TO READ ALL REQUIREMENTS LISTED BELOW.

Applications that do not adhere to requirements listed below will not be reviewed or awarded.

PROBLEM STATEMENT:

Multijurisdictional task forces are vital elements in the statewide effort to combine all available resources to reduce crime. The major emphasis for these task forces is the investigation of illegal substance abuse and associated criminal activity. Eligible applicants must have state and local law enforcement participation and a commitment from federal sources for joint criminal investigations. Multijurisdictional task forces must have a board of directors that includes all participating agencies and must initiate or be members of a community coalition designed to bring all available resources together for crime-solving initiatives. Because most law enforcement authority is limited to specific jurisdictions, but criminal activity is not, it is possible for large criminal enterprises to commit crimes beyond the scope of authority of a particular law enforcement agency. Addressing this problem requires cooperation among local, state and federal law enforcement agencies, prosecutors, courts, corrections, service agencies and the community. Multijurisdictional task forces should combine the talents and resources of a variety of organizations to eliminate jurisdictional and procedural barriers and enhance problem-solving initiatives.

Agencies receiving awards for multijurisdictional task forces **MUST HAVE ON FILE:**

1. A written interagency agreement between all participating agencies defining activities and responsibilities.
2. A prosecutor statement demonstrating collaborative involvement with the team toward meeting the team goals and objectives.
3. A plan of intelligence sharing via computerized networking.
4. A plan for forfeiture sharing, including how funds will be used.
5. A commitment for staffing by all participating agencies.
6. A written commitment to use the Michigan High Intensity Drug Trafficking Areas (HIDTA) Deconfliction Center on all cases, when applicable.

MATCH REQUIREMENT:

This program area requires a 50% cash match.

NOTE: This is a competitive grant and will be awarded based on merit, demonstrated need, data-driven decision making and performance measures.

APPLICATION REQUIREMENTS:

1. Board approval of the application must be received, in writing, within 60 days of the application submission date. Awards will not be made until this is on file with the Department.
2. To the fullest extent possible, funded projects need to demonstrate evidence based practices. Programs and practices are considered to be evidence based when their effectiveness has been demonstrated by causal evidence (generally obtained through one or more outcome evaluations). Causal evidence documents a relationship between an

activity or intervention and its intended outcome, including measuring the direction and size of a change and the extent to which a change may be attributed to the activity or intervention. Causal evidence depends on the use of scientific methods to rule out, to the extent possible, alternative explanations for the documented change.

3. All requests for personnel expenses, with the exception of overtime, must be amortized over the 12-month grant period. Any exceptions to this rule must be described in the Budget Item Summary section of the application.

GOALS, OBJECTIVES, ACTIVITIES AND PERFORMANCE MEASURES:

Goal #1	The removal of multijurisdictional narcotic offenders and conspiracies in the regional area.
Objective	Investigation, prosecution and conviction of multijurisdictional narcotic offenders and violent criminals through the integration of law enforcement agencies and prosecutors, with federal agency cooperation, for the purpose of enhancing interagency coordination, cooperation and intelligence.
Activity	<p>Establishment of criteria to identify, select and prioritize narcotic investigations with emphasis on mid- and upper-level drug dealers. Coordination and monitoring of cases to ensure effective management and supervision of shared investigation and prosecutorial resources and activities.</p> <p>Each project shall have a board of directors, which is comprised of a representative from each state, county and local agency participating in the project. The board will establish policies consistent with:</p> <ol style="list-style-type: none"> 1. Purpose area goals and objectives. 2. Allocating, focusing and managing project resources. 3. Providing oversight of project investigations. 4. The board will determine if the grant funds provided produced evidence based outcomes. 5. Members of the board will have an equal vote on all matters.
Performance Measure	The number of drug trafficking organizations identified as major dealers within the regional area the task force dismantled, disrupted or rendered ineffective. The number of Class II and III violators arrested and assets seized. The use of federal and state grand juries. Collaboration with local prosecutors and the use of prosecutor's subpoenas. Drug cases initiated to deal with specifically-identified problems. Pre- and post-measurements.
Goal #2	The reduction and solving of criminal activity. Emphasis is on violent crime, drug-related criminal activity and repetitive offenders.
Objective	Crime analysis, community-driven crime reduction and related problem-solving strategies. Work in conjunction with local detectives, street-level teams, probation/parole agents and federal agencies.

Activity	Teams will give high priority to: outstanding fugitive warrant arrests; parole and probation violation arrests; sex offender registration violation arrests; gangs and related criminal activity; increased local crime clearance rates; cold case investigations; felons in possession of firearm arrests; firearms trafficking; and, major crime assistance. When appropriate, teams will use state and local grand juries and prosecutor subpoenas for major criminal enterprises. Teams are responsible for expanded intelligence dissemination, defined neighborhood problem solving initiatives and increased use of crime analysis.
Performance Measure	Data driven problem-solving initiatives implemented, resolved, improved or continued. Increased crime clearance rates through team activities. Fugitive, parole, probation violations and sex offender registration violation cases cleared. Intelligence information shared leading to arrest and/or crime clearance. Firearms recovered and cases initiated. Criminal gangs identified, cases initiated and cleared. Major crime, cold case assists and clearance.
Goal #3	Work with citizen groups, schools, community and substance abuse prevention and treatment agencies to reduce crime and improve quality of life.
Objective	Cooperation and interaction with schools, community agencies, citizen groups, including participation on boards and committees, to develop crime- solving and prevention strategies.
Activity	Activities are the result of board of directors and community-based committees' problem-solving initiatives. Teams will participate in the development and implementation of crime prevention strategies. Problem-solving initiatives will be defined in the application and reported on quarterly. The board of directors will submit a final report with an evaluation component at the conclusion of the grant year.
Performance Measure	Number of crime prevention, problem-solving strategies initiated. The extent of task force involvement with service agencies, local community and business groups and school personnel in the regional area.

APPLICATION ASSISTANCE:

1. Before initiating your grant, be prepared. Locate data to assist with your problem statement and performance measures (e.g., UCR Crime and Crime Clearance Data; federal and state Threat Assessment Reports; hospital and treatment admission data; intelligence and informant data; prosecutor, probation, and parole data; National Survey on Drug Use and Health; and, National Institute on Drug Abuse Monitoring the Future surveys). The key is to truly analyze the crime problems in your policing area and determine how your grant activities will impact goals and objectives. Think about your costs. If it was between your team or another team receiving an additional \$50,000 - what is needed within your application to show the additional money is deserved based on data driven decisions and results?

2. The most important part of your application is the Problem Statement. *"We have seen an increase in heroin in the target area over the past year."* does not confirm a problem. Instead, *"We have increased the seizure of heroin in the target area by 1,000 grams over the same period last year. Informants and users now report having as many as five sources to purchase from compared to an average of two over the past year."*, identifies a problem. Problem Statements must be data driven. Goals and Objectives must be specific to the problems identified within the Problem Statement.
3. Examples of numerical performance measures:
 - a. Increase burglary clearances in the target area by 20%. I.e. If the 2010 UCR reported burglary clearances was 65, $65 \times .20 = 13 + 65 = 78$. Thus, 78 is the new target number for burglary clearances.
 - b. In the problem statement you have determined by the number of emergency room admissions, treatment admissions, informant information and arrests that prescription drugs are a problem in Area B. Your data reveals that 30% of the drugs are being supplied by burglaries (home and business), 40% are from doctor shoppers, 10% are stolen from relative's medicine cabinets and 10% are illegally prescribed or prescription filled. Based on your previous year's statistics, provide a numerical measurement for improvement of the problem.
 - c. Additional numerical performance measures may include: number of persons in the target area on probation or parole; wanted fugitives who are arrested for new crimes each year; number of multiple registrants purchasing pseudoephedrine; and/or, number of persons suspected of abusing the prescription system for your target area listed in the MAPS registry.

UNALLOWABLE EXPENSES AND ACTIVITIES:

- Costs in applying for this grant (e.g., consultants, grant writers, etc.).
- Any expenses incurred prior to the date of the contract.
- Any administrative costs not directly related to the administration of this grant award.
- Indirect costs rates or indirect administrative expenses (only direct costs permitted).
- Personnel, including law enforcement officers, not connected to the project for which you are applying.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fund raising and any salaries or expenses associated with it.
- Legal fees.
- All travel including first class or out-of-state travel (prior approval required).
- Promotional items (except preauthorized under certain program areas).
- One-time events, prizes, entertainment (e.g., tours, excursions, amusement parks, sporting events) (except preauthorized under certain program areas).
- Honorariums.
- Contributions and donations.
- Management or administrative training, conferences (only pre-approved project related training).
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchase of land.
- Memberships and agency dues, unless a specific requirement of the project (prior approval required).

- Compensation to federal employees for travel or consulting fees.
- Military type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
- Purchase vehicles, vessels or aircraft.
- Construction costs and/or renovation (including remodeling).
- Service contracts and training beyond the expiration of the grant award.
- Informant fees, rewards or buy money.
- K9 dogs and horses (including any food and/or supplies relating to the upkeep of law enforcement animals).
- Livescan devices for applicant prints, including any related supplies.
- Food, refreshments, snacks.
 - Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the U.S. Department of Justice. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

BUDGET DEVIATION ALLOWANCES:

Budget deviation allowances will no longer be accepted. All budget and programmatic changes will require a formal amendment on MAGIC. All amendments must be completed by August 31, 2013.

INITIATION OF PROJECT:

All projects must be initiated within 60 days of the date the grant is awarded.

REPORTING REQUIREMENTS:

If this application is selected for a Byrne JAG award, the requirements below must be adhered to. Failure to do so may cause your award to be suspended or revoked.

PERFORMANCE/PROGRESS/PERFORMANCE MEASUREMENT TOOL (PMT) REPORTS:

Progress reporting will take place no later than 20 days after the end of each quarter through the federal PMT system located at: <http://www.bjaperformancetools.org>. Quarterly Progress Reports also due no later than 20 days after the end of each quarter must be submitted and include performance on implementation, activity, goals and objectives as well as metrics specific to your program area.

Quarterly due dates are outlined below:

- January 20, 2013
- April 20, 2013
- July 20, 2013
- October 20, 2013

All Performance/Progress/PMT Reports must be attached to MAGIC by the 20th day after the end of each quarter. It is the grantees responsibility to familiarize themselves with the requirements of the Performance/Progress/PMT Reports, which are contained within the awarded contract.

FINANCIAL STATUS REPORTS (FSR) (REQUEST FOR REIMBURSEMENT):

FSRs must be submitted on a monthly basis, no later than 30 days after the close of each calendar month. Requests for reimbursement must be submitted for the month in which payment by your agency was made. Dates are outlined below:

Report Period	Report Due Date
10/1/12 - 10/31/12	11/30/12
11/1/12 - 11/30/12	12/30/12
12/1/12 - 12/31/12	1/30/13
1/1/13 - 1/31/13	2/28/13
2/1/13 - 2/28/13	3/30/13
3/1/13- 3/31/13	4/30/13
4/1/13 - 4/30/13	5/30/13
5/1/13 - 5/31/13	6/30/13
6/1/13 - 6/30/13	7/30/13
7/1/13 - 7/31/13	8/30/13
8/1/13 - 8/31/13	9/30/13
9/1/13- 9/30/13	10/30/13
Obligation Report 9/1/13-9/30/13	9/12/13

The FSR form and instructions for completing the FSR form are contained within the Michigan Automatic Grant Information Connection (MAGIC) system. It is the grantees responsibility to familiarize themselves with the requirements of the FSR, which are contained within the awarded contract.